



JOB DESCRIPTION

Title: **GOLF COURSE SUPERINTENDENT**
Department: Public Services
Class Code: 1470
FLSA Status: Exempt
Effective Date: January 15, 1985 (Rev. 07/2008)
Grade Number: 22

GENERAL PURPOSE

Under broad supervision from the Public Services Director, provides technical and managerial supervision in the construction and maintenance of the municipal golf course grounds, facilities and equipment.

EXAMPLE OF DUTIES

- *-- Hires, trains, evaluates and disciplines employees.
- *-- Supervises staff in determining the need for irrigation, seeding rates, fertilization rates, sod cutting, cutting turf grass on fairways, tees, greens, and roughs; raking sand traps, and oversees assignments to subordinate personnel.
- *-- Ensures that subordinates provide for the proper care and cultivation of shrubs, trees, and flowers; pruning, trimming and spraying. Including the application of pesticides, fertilizer, fungicides, and insecticides to treat the course.
- *-- Oversees repairs of broken lines or valves for water system, and may perform necessary repairs in times of emergency. Also assists in the planning and development of new irrigation systems, including redesigns and modifications of existing irrigation system.
- *-- Ensures all workers are trained in the proper operation, care, and maintenance of equipment. Supervises maintenance and repair on assigned vehicles and equipment.
- *-- Coordinates activities with golf course professional and staff always maintaining good public relations.
- *-- May, on occasion, perform necessary general grounds maintenance work when understaffed.

- *-- Maintains detailed records of personnel, equipment used, supplies, and schedules indicating application of fertilizers, sprays, and chemicals, and their use for each season.
- *-- Keeps daily records of course activities such as: fertilizing, cutting cups, spraying, etc., and assists in preparing reports reflecting total hours of personnel and equipment used.
- *-- Prepares annual budget reflecting necessary and requested expenditures.
- Performs related duties as required.

MINIMUM QUALIFICATIONS

Education and Experience

- Bachelor's degree in agronomy, plant science, or horticulture plus two (2) years of turf management which must have been in a supervisory or leadworker capacity, or any equivalent combination of education and experience.

Special Requirements

- Must possess a valid Utah Driver License and noncommercial pesticide applications certificate.

Necessary Knowledge, Skills and Abilities

- Considerable knowledge in methods, equipment and materials used in maintaining a golf course; good knowledge of general repair and maintenance procedures; good knowledge of practices and principles of effective supervision; considerable knowledge of mixing and administering chemicals used in treating turf; considerable knowledge of automatic irrigation systems.
- Considerable skill in planning and assigning work to subordinates; skill in keeping records and budgetary matters.
- Ability, when necessary, to perform work requiring a moderate amount of physical stamina outdoors in a variety of weather conditions. Full understanding and skill in operating equipment used in the maintenance of golf course grounds; ability to deal effectively with supervisor, subordinates, and the general public; ability to communicate effectively verbally, in writing, and electronically.

TOOLS & EQUIPMENT USED

- Knowledge of the use of turf and landscaping equipment including tractors, mowers, airifier, chain saw, edgers, weed trimmers, electric motors, pumps, sprinklers and irrigation systems; motor vehicle, phone; copy and fax machine; personal computer including word processing and database software; mobile or portable radio.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee is regularly required to reach with hands and arms. The employee frequently is required to stand; talk or hear, walk, and use hands to finger, handle, feel or operate objects, tools, or controls. The employee is occasionally required to sit; climb or balance; stoop, kneel, crouch, or crawl.
- The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move more than 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

WORK ENVIRONMENT

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- While performing the duties of this job, the employee occasionally works near moving mechanical parts and in outside weather conditions. The employee is occasionally exposed to wet and/or humid conditions.
- The noise level in the work environment is moderately quiet.

DEPT/DIVISION APPROVED BY: _____ DATE: _____

EMPLOYEE'S SIGNATURE: _____ DATE: _____

H. R. DEPT. APPROVED BY: _____ DATE: _____

*Essential functions of the job.